

To George = 4/13/65 ✓

C-262

1 of 2

**ARUNDEL COUNTY SANITARY COMMISSION**

**Right of Way Division**

XX

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**RIGHT OF WAY FILE**

- Quantity: 2 legal file drawers
- Size: Legal
- Dates: 1962...
- File Arrangement: Numerical, by right of way number
- Index: 3" x 5" card index by title of property, giving right of way and project numbers

The Right of Way File contains papers prepared in connection with obtaining rights of way and easements, as follows:-

- Request for Right of Way
- Format for Preparation of (Deed) Easement or Agreement
- Weekly Reports on Status of Outstanding Rights-of-Way Requests
- Plats
- Deeds and Wills Abstracts
- Reports of Surveys
- Reports of Title Searches
- Free Connection Agreements
- Inter-Office Memoranda
- Correspondence

Original copies of deeds are filed in the Administration Division.

RECOMMENDATION: RETAIN PERMANENTLY.

2

**AGREEMENTS AND EASEMENTS**

- Quantity: 12 document files
- Size: Folded papers
- Dates: 1953...
- File Arr.: 3" x 5" card index by title of property, giving right of way and project numbers

(continued)

Approved B PW, 6-16-63

(cont.) This file is composed of copies of the Agreements and Easements obtained in the securing of Rights of Way for Commission projects.

The original papers are filed in the office of the Secretary to the Commission, in the Administration Division. The copies maintained in this file are considered nonrecord within the meaning of the statute governing nonrecord material (Annotated Code of Maryland, 1957 edition as amended, Art. 41, Sec. 179), and may be destroyed as soon as no longer needed by the office.